

~~SECRET~~
Classification

Approved For Release 2006/11/13 : CIA-RDP75-00399R000100140151-5

PREPARE IN DUPLICATE

DDS/CTR/ISS - 241

1. TITLE OF REPORT (If a fill-in report include Form No.)

Agency Officers Approved by Deputy Directors for Full-Time Academic Training

2. TYPE OF REPORT

☐ STATISTICAL
☒ NARRATIVE
☐ MACHINE-NAME LISTING

3. FUNCTIONAL AREA

☐ PERSONNEL ☒ TRAINING
☐ LOGISTICS ☐ SECURITY
☐ MEDICAL ☐ FINANCE

ADMIN. GENERAL
OTHER (specify)

4. NO. OF COPIES PREPARED

2

5. FREQUENCY (weekly, monthly, quarterly, etc.)

Semi-Annual

6. DISTRIBUTION (No. of components not number of copies)

1

7. FORMAT (memorandum, form computer print-out, etc)

Memorandum

8. ADP PROCESSING

☐ YES ☒ NO

IF YES GIVE ADP PROCESSING NO.

9. DIRECTIVE AUTHORITY REQUIRING REPORT
Executive Director-Comptroller
Directive

10. PREPARING COMPONENT (include lowest level contributing information to report)

Executive Secretary, TSB

11. FEEDER REPORTS (State total number and identify by Title, Form No., or nomenclature. Attach separate sheet if necessary.)

None

12. COST FACTORS

A. MANUAL PREPARATION AND REVIEW COSTS

GRADE	HOURLY RATE	X	HOURS PER REPORT	=	COST PER REPORT	X	TIMES PREPARED	=	COST PER YEAR
11	6.50		1		6.50		2		13.00

B. COSTS OF COMPUTER PRODUCED REPORTS

--	--	--	--	--	--

TOTAL COSTS PER YEAR

\$13.00

13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (in addition to directive or authority cited in item 9). IF KNOWN, INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT.

The Executive Director wishes to be notified of the full-time academic appointees not approved by the Training Selection Board. This list gives him that information. The requirement will be formalized in a forthcoming Headquarters Regulation.

14. FUTURE GOALS

GOAL PROPOSED BY COMPONENT FOR THIS REPORT

☒ RETAIN AS IS ☐ OTHER (explain)
☐ CHANGE
☐ DISCONTINUE

ESTIMATED SAVINGS

MAN-HOURS	DOLLARS
0	0

16. DATE OF INVENTORY

9

OCT 1970

17. NAME AND TITLE OF PERSON FURNISHING INFORMATION

Exec. Sec. TSB

18. EXTENSION

☐

Approved For Release 2006/11/13 : CIA-RDP75-00399R000100140151-5

~~SECRET~~
Classification